

MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION HELD ON TUESDAY, SEPTEMBER 5, 2006, AT THE WILLOWBROOK VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Vice Chairman Douglas Stetina called the meeting to order at the hour of 7:30 p.m.

2. ROLL CALL

Those present at roll call were Commissioners Laurie Landsman, Carol Lazarski, Ronald Kanaverskis, Karin Miller, Patricia Wagner and Vice Chairman Stetina. ABSENT: Commissioner Sandra O'Connor and Chairman Richard Cobb. Also present was Superintendent of Parks and Recreation Walter Righton.

A QUORUM WAS DECLARED

Commissioner O'Connor entered the meeting at approximately 7:35 p.m.

At this time, Superintendent Righton introduced the new Village Administrator, Phil Modaff, to the Parks and Recreation Commission.

3. APPROVAL OF MINUTES – JULY 19, 2006

MOTION: Made by Commissioner Lazarski, seconded by Commissioner Landsman, to approve the minutes of the regular meeting of the Parks and Recreation Commission held on July 19, 2006.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

4. CORRESPONDENCE

There was no correspondence.

5. VISITOR'S BUSINESS

Commissioner Lazarski asked Mr. Modaff if there was going to a groundbreaking with regard to the Town Center Development. Mr. Modaff noted that a groundbreaking ceremony is being planned and it is being coordinated by Director of Municipal Services Alan Zordan, but the date has not been set as yet.

6. REPORTS

A. Recreation Program

Superintendent Righton reported that the Fall Fun Guides were mailed on August 17 and registration is continuing normally. Summer Program totals to date stand at 768 in comparison to

661 a year ago. The increase is mostly attributable to Fishing Birthday Parties, SWAC, the new Garden Club and Picnic & Athletic Permits. The first Movie Night on August 12 was a success and it is anticipated two Movie Nights can be scheduled next year. The Parks and Recreation Department had a table at the Fit N' Fun Fair sponsored by the Chamber of Commerce and hosted by the Burr Ridge Park District. Superintendent Righton thanked Parks Commissioners Lazarski, Miller and Cobb for participating in the event.

B. County Grading in Prairie Trail Park

Superintendent Righton reported that as part of the anticipated roadwork improvements to Clarendon Hills Road, DuPage County must provide compensatory storm water capacity at a ratio of 1:1.5 elsewhere. In order to accommodate this provision, the Village has agreed to allow County to regrade a small area of Prairie Trail Park, remove a small berm and lower the elevation of that area by about one foot. Mr. Righton noted that the work could begin early this month. The County would pay for all costs associated with the work in the park including the restoration. The three trees in the affected area will be transplanted elsewhere in the park and the County will plant three new trees in the re-profiled area.

C. Willow Pond Fishing Pier Dedication

Superintendent Righton distributed pictures that were taken of the Willow Pond Fishing Pier dedication on July 8.

D. Holiday Party Planning

Superintendent Righton informed the Commissioners that he received the approved contract from Hinsdale South High School so the party is locked in for December 10. The contracts for the Santa and the entertainment, Bubble Wonder, have been signed. Superintendent Righton reviewed the checklist with the Commissioners. Commissioners Stetina and Landsman said they would begin seeking gifts.

Commissioner Stetina advised that he had talked with the manager of the Walgreens Store and that they were expecting a big shipment of toys at the end of the week.

Mr. Righton suggested that the Commission should be looking to purchase approximately 100 gifts for the party.

The Parks Commission discussed the Halloween Party. Commissioner O'Connor has offered to contact the leader of her son's Scout Troop to put together a "haunted house" for the party. Mr. Righton said George Scukanec will follow up with her in the next week.

7. OLD BUSINESS

A. Community Park Concession/Restroom/Storage Building

In his memo of September 1, 2006, Superintendent Righton informed the Parks Commission that the Village Board had approved the Staff's recommendation to have the Village Engineer

conduct a topographical survey of Community Park in connection with the proposed construction of the restroom/concession building. It was determined that the original location for the proposed building was within the floodplain, which would trigger additional expenses to the project. The Staff concurred with the Village Engineer's suggestion that the better location for the building was out of the floodplain, northeast of the parking lot. This would bring the building closer to water, sewer, electricity, phone utilities and it would also be more visible to Midway Drive making it less of a target for vandalism.

Planning continues on the proposed building. Staff is working with the architect to further refine the plan with two options for the Board's final consideration:

1. Men's and women's toilets with three fixtures and two sinks in each along with an outdoor covered seating area. Concessions would be sold outside under part of the covered area.
2. All of the above features plus a small storage room and a modest concession room from which concessions would be sold.

Mr. Righton indicated that the Burr Ridge/Willowbrook Softball was willing to discuss contributing to the construction of the building, which would probably be through a multi-year agreement.

In his memo, Mr. Righton provided a possible timeline for the construction of the Community Park Building to the Parks Commission. If approved by the Village Board, the construction would be targeted for late Summer 2007 with completion by Spring of 2008. Commissioners inquired if there was any possibility of having the building ready by Spring of 2007. Mr. Righton said he would review that idea with the Village Staff and the architect but feared we would otherwise have construction taking place during the park's busiest months.

The existing toilets at Community Park have been closed due to the failure of the pump and the resulting cleanup. Rather than incur further costs, the building was cleaned and locked up. Another portable toilet was ordered.

B. Midway Park

No discussion.

8. NEW BUSINESS

Commissioner Lazarski informed the Parks Commission how Willowbrook/Burr Ridge Kiwanis Club enjoyed its recent meeting/picnic at Willow Pond and wanted to thank Municipal Services employee Don Beusse who assisted them.

9. ADJOURNMENT

MOTION: Made by Commissioner O'Connor, seconded by Commissioner Lazarski, to adjourn the regular meeting at the hour of 8:26 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

_____, 2006

Chairman

Minutes transcribed by Mary Partyka